



**Councillors are summoned to attend the  
WEAVERHAM PARISH COUNCIL ANNUAL ASSEMBLY**

To be held at  
Weaverham Community Centre, Russet Road, Weaverham, CW8 3HY  
on  
Monday 19<sup>th</sup> May 2025 at 7:00pm

Clerk: Adrian Morgan  
Email: clerk@weaverhampc.co.uk  
Tel: 01606 854451

**AGENDA**

- 1 Welcome.
- 2 Apologies.
- 3 Minutes of 2024 Assembly.
- 4 Report on activities of the Council during 2024/25.
- 5 Summary accounts for 2024/25.
- 6 Report on activities of CW&C Council during 2024/25
- 7 Annual Charitable Donations
- 8 Constituents Resolutions.
- 9 Council Resolution.- Freedom of The Parish.

**"The Council holden in the Parish of Weaverham on the nineteenth day of May 2025  
resolved that on this day The Honorary Freedom of the Parish be presented to Cllr John  
Jeremy Collier Freeman for his services to the Council and the Community."**

Proposed by Cllr Gillian Edwards  
Seconded by Cllr Peter Wilkinson.

  
Adrian Morgan  
Clerk

## WEAVERHAM PARISH COUNCIL

## ANNUAL ASSEMBLY

Minutes of the Assembly held on 22<sup>nd</sup> April 2024 at Weaverham Community Centre at 7pm

Present: Cllrs Gillian Edwards chairman (GE), Chris Hampson (CH), Keith O'Neil (KO), Ian Mills (IM), Peter Wilkinson (PW), Roger Moss (RM), Peter Wilkinson (PW) and John Freeman (JF)

In attendance: 10 members of the public.

The chairman welcomed all to the Assembly.

Apologies for absence: Cllr Jason Endress and CW&C Cllrs Phil Rimmer and Lynn Stocks

Minutes of the Assembly held on 24<sup>th</sup> April 2023 were **approved**.

Report on Weaverham Parish Council's Activities.

The chairman gave a comprehensive report of activities over the past 12 months starting with a short silence for past members who had sadly passed away. Thanks for our local PCSO Michelle Gillett for her efforts in the village including for King Charles' Coronation. The next event is the coming 80<sup>th</sup> celebration of D-Day. A copy of the report is available on the web site. After investigations by the Council repairs to footpath 6 were completed.

Summarised accounts for the year ended 31<sup>st</sup> March 2024 were presented.

These show a healthy balance going forward. The Council continues with various projects and has recently acquired the adjacent Youth Club building and site that will require significant work to bring it up to modern standards.

A member of the public asked about plans for the Youth Club site. In reply the Council is developing plans that are likely to be shared with the public consultation as they develop.

CW&C

Cllr Gillian Edwards gave a short report on current activities saying a determined effort had started to tackle pothole repairs in the borough. The report is also available on the web site.

Annual Donations local organisations.

Cheques were presented to the W&AB Village Show, Rose Fete Committee and Weaverham Community Association for first aid training and a contribution towards the summer club for children.

Constituent's Resolutions

None received.

Assembly closed at 7.30pm

Signed as a true record

Name.....

Signature.....

Date.....

**Weaverham Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

9 April 2025 (2024-2025)



**Administration**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend
1	Clerk's Salary				23,000.00		23,000.00	23,000.00 (100%)
2	Employer's NIC				1,200.00		1,200.00	1,200.00 (100%)
3	Employer Pension Contributions				1,000.00		1,000.00	1,000.00 (100%)
4	Mileage & Travel				100.00		100.00	100.00 (100%)
5	Training & Conferences				500.00	350.00	150.00	150.00 (30%)
6	Subscriptions				2,400.00	1,730.66	669.34	669.34 (27%)
7	Room Hire				1,000.00	1,000.00		(0%)
8	Insurance				2,800.00	2,891.49	-91.49	-91.49 (-3%)
9	Office Lease				3,000.00	3,000.00		(0%)
10	General Office Costs (Inc PAT Te		16.08	16.08	450.00	1,198.76	-748.76	-732.68 (-162%)
11	Phone, Fax, Internet & Website		0.04	0.04	1,650.00	1,816.40	-166.40	-166.36 (-10%)
12	Legal & Professional Fees				1,000.00		1,000.00	1,000.00 (100%)
13	Audit Fees				1,500.00	1,618.50	-118.50	-118.50 (-7%)
14	Weaverham News				1,800.00	1,800.00		(0%)
15	Annual Local Donations				2,000.00	815.00	1,185.00	1,185.00 (59%)
16	Rose Fete				600.00	600.00		(0%)
17	WHS Prizes				160.00	160.00		(0%)
18	Civic Ceremonies				1,000.00	833.75	166.25	166.25 (16%)
19	Equipment Purchases				500.00	785.50	-285.50	-285.50 (-57%)
20	Youth Leader Funding				5,200.00	5,000.00	200.00	200.00 (3%)
21	Community Pool				10,000.00	10,833.29	-833.29	-833.29 (-8%)
22	Elections				1,000.00		1,000.00	1,000.00 (100%)
55	Cemetery				1,000.00	800.79	199.21	199.21 (19%)
57	Youth Club Utilities				1,500.00	751.09	748.91	748.91 (49%)
58	Old Youth Club Premises					1,819.15	-1,819.15	-1,819.15 (N/A)
69	Weaverham High School					25.00	-25.00	-25.00 (N/A)
70	Community Centre Lease		1.00	1.00				1.00 (N/A)
<b>SUB TOTAL</b>			<b>17.12</b>	<b>17.12</b>	<b>64,360.00</b>	<b>37,829.38</b>	<b>26,530.62</b>	<b>26,547.74 (41%)</b>

**Environment**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend
23	Maintenance Contract				13,000.00	11,780.03	1,219.97	1,219.97 (9%)
24	Christmas				8,000.00	5,989.00	2,011.00	2,011.00 (25%)
25	RoSPA				300.00	262.00	38.00	38.00 (12%)
26	LHF Fence				1,000.00		1,000.00	1,000.00 (100%)
27	Additional Grounds Maintenance		456.10	456.10	5,000.00	4,495.73	504.27	960.37 (19%)
28	Russet Road Play Park				5,000.00	368.00	4,632.00	4,632.00 (92%)
29	CCTV				500.00		500.00	500.00 (100%)
30	Flowers and Bulbs				500.00		500.00	500.00 (100%)
31	Plantation				500.00		500.00	500.00 (100%)
32	Former Dr's Car Park				200.00		200.00	200.00 (100%)
33	Community Pride Competition				100.00		100.00	100.00 (100%)
34	Tree Survey/Maintenance				4,000.00		4,000.00	4,000.00 (100%)
35	Bonfire & Fireworks				4,500.00	1,550.00	2,950.00	2,950.00 (65%)
36	Landscaping				2,500.00		2,500.00	2,500.00 (100%)
37	Defibrillator				500.00	1,868.00	-1,368.00	-1,368.00 (-273%)

# Weaverham Parish Council Summary of Receipts and Payments All Cost Centres and Codes

9 April 2025 (2024/2025)

(4)

38 Village Improvements					
39 Play Equipment (RRPP Project)		640.00	-640.00	-640.00	(N/A)
40 Speed Indicating Devices					(N/A)
41 Climate Change Initiatives					(N/A)
42 Events (D-Day 80)					(N/A)
54 Neighbourhood Plan	8,000.00	4,290.10	3,709.90	3,709.90	(46%)
61 Playing Fields Hire	2,000.00		2,000.00	2,000.00	(100%)
63 Toilet Project					(N/A)
64 Former Youth Club Redevelopment					(N/A)
67 Cafe Toilet Project	1,000.00	1,000.00			(0%)
	40,000.00	38,700.67	1,299.33	1,299.33	(3%)
<b>SUB TOTAL</b>	<b>456.10</b>	<b>456.10</b>	<b>96,600.00</b>	<b>70,943.53</b>	<b>25,656.47</b>
					<b>26,112.57 (27%)</b>

## Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
44 Precept	133,000.00	133,000.00					+/- Under/over spend
45 Interest Government Bond	1,800.00	1,942.75	142.75				(0%)
47 Grant Members' Budget		1,090.00	1,090.00				142.75 (7%)
48 Allotment Rent	96.00	96.00					1,090.00 (N/A)
49 Playing Fields	1,500.00	1,950.00	450.00				(0%)
50 VAT Refund	10,500.00		-10,500.00				450.00 (30%)
51 Interest Skipton Building Society	1,500.00	3,269.53	1,769.53				-10,500.00 (-100%)
52 s106							1,769.53 (117%)
53 Donation		190.01	190.01				(N/A)
56 Grant CW&C							190.01 (N/A)
59 Old Youth Club							(N/A)
62 CCLA Interest	4,000.00	7,491.10	3,491.10				(N/A)
65 Pool Ground Rent		60.00	60.00				3,491.10 (87%)
66 RRPP Repairs		368.00	368.00				60.00 (N/A)
68 Lessee		70.00	70.00				368.00 (N/A)
							70.00 (N/A)
<b>SUB TOTAL</b>	<b>152,396.00</b>	<b>149,527.39</b>	<b>-2,868.61</b>				<b>-2,868.61 (-1%)</b>

## Youth

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
43 Youth Activities				3,000.00		3,000.00	+/- Under/over spend
							3,000.00 (100%)
<b>SUB TOTAL</b>				<b>3,000.00</b>		<b>3,000.00</b>	<b>3,000.00 (100%)</b>

## Summary

<b>NET TOTAL</b>	<b>152,396.00</b>	<b>150,000.61</b>	<b>-2,395.39</b>	<b>163,960.00</b>	<b>108,772.91</b>	<b>55,187.09</b>	<b>52,791.70 (16%)</b>
<b>V.A.T.</b>		<b>12,726.67</b>			<b>16,943.45</b>		
<b>GROSS TOTAL</b>		<b>162,727.28</b>			<b>125,716.36</b>		

*[Signature]*  
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**Weaverham Parish Council**  
**Reserves Balance**  
**2024-2025**



<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Earmarked</b>					
Village Improvements	31,377.80				31,377.80
Play Park Renewal Project					0.00
Speed Indicating Devices	4,200.00				4,200.00
Energy Saving Initiatives	12,500.00				12,500.00
Former Youth Club Redeveloprr	122,000.00	29,256.13			151,256.13
Former Youth Club Redeveloprr	122,000.00	-122,000.00			0.00
Cafe/ Toilet Project		10,000.00			10,000.00
Wages/ NI		8,000.00			8,000.00
Winter Maintenance		10,000.00			10,000.00
<b>Total Earmarked</b>	<b>292,077.80</b>	<b>-64,743.87</b>			<b>227,333.93</b>
<b>TOTAL RESERVE</b>	<b>292,077.80</b>	<b>-64,743.87</b>			<b>227,333.93</b>
<b>GENERAL FUND</b>					<b>40,000.00</b>
<b>TOTAL FUNDS</b>					<b>267,333.93</b>

  
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# Section 2 – Accounting Statements 2024/25 for




## Weaverham Parish Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	304,778	287,199	<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i> Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	127,168	133,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	167,031	45,412	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	5,110	5,322	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	306,668	133,601	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	287,199	326,688	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	287,199	326,688	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	233,943	281,445	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval**

  
A. Mofson  
Date 22/04/2025

I confirm that these Accounting Statements were approved by this authority on this date:

28/04/2025

as recorded in minute reference:

200.7

Signed by Chair of the meeting where the Accounting Statements were approved

